

**PROCEEDINGS OF THE BROWN COUNTY**  
**PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Tuesday, July 22, 2013 in Room 161, UW Extension, 1150 Bellevue Street, Green Bay, WI

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**Present:** Chair Norb Dantine, Supervisors Bernie Erickson, Tom Sieber, and Dave Landwehr  
**Excused:** Supervisor Dave Kaster  
**Also Present:** Executive Streckenbach, Brandy Younger, Judy Knudsen, Paul Van Noie, Jeff Oudeans and other interested parties

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**I. Call Meeting to Order.**

The meeting was called to order at 6:43 p.m.

**II. Approve/Modify Agenda.**

Motion made by Supervisor Norb Dantine, seconded by Supervisor Dave Landwehr to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

**III. Approve/Modify Minutes of June 24, 2013.**

Motion made by Supervisor Tom Sieber, seconded by Supervisor Landwehr to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

**1. Review minutes of:**

a. **Solid Waste Board (April 15, 2013).**

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY.**

**Comments from the Public** None

**Communications**

- 2. Communication from Supervisor Dantine re: To have Brown County Highway review their Administration Charges to Local Municipalities and report to Planning, Development and Transportation Committee for review. *Motion at June Meeting: To refer back to the Highway Department with a request to review administration charges to local municipalities, along with the possibility and legality of using bridge funds and report back.***

Business Manager Brandy Younger handed the committee a copy of the review titled, *County Local Bridge Aid Fund Admin Fee* (attached). It was decided by the committee the document needed more in-depth reading, so it was put on hold for next month's meeting.

Supervisor Dantine asked Younger when exactly the administration fee was raised to 5%, because he was sure in the previous years it was 2% or 3%, and why it wasn't communicated.

Younger answered she was sure the fee has been 5% for a long time, and maybe there was a miscommunication due to the new billing statement that might have cut that information to the next pages, making it more hard to visually see. The committee asked Younger to look into it and contact Dantine and the whole committee with information regarding the 5% fee charge.

**Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to hold this communication for August's meeting. Vote taken. MOTION CARRIED UNANIMOUSLY.**

#### **Register of Deeds**

**3. Budget Status Financial Report for January-May, 2013.**

**Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

#### **Port & Solid Waste**

**4. Port & Solid Waste 2014 Five-year Capital Improvement Plan (CIP).**

Port & Solid Waste Director Dean Haen reported the situation as to build or not to build the 2<sup>nd</sup> shift BOW expansion. Sloan consulting firm has looked at the storage capacity at the recycling center. There isn't intention to build yet, until the study shows the expansion should be built in Outagamie County if Brown County has an issue with capacity. The retained earnings will be used to build in Outagamie if the study confirms the need to build. Expanding the building will be to the East or to the South.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**5. Port June Financial Report.**

Haen shared the June's financial report in summary; without a Port Manager, salary and fringe benefit cost is much lower than budgeted, Cat Island Chain project is basically half way done, charge backs are happening sooner from highway's work at Bay Port, revenue expense is on target.

**Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**6. Solid Waste June Financial Report.**

Haen shared the summary; overall landfill is tracking about 10% down. They have a contractor with a landfill who needs to put "fluff" on the bottom of the landfill so that waste doesn't go beyond the liner. Expenses in revenue are tracking about 10% down this time of the year.

**Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**7. Public Relations Communication Plan RFP – Request for Approval.**

While reviewing the proposal, Landwehr asked about the budget amount of \$35,000 – Port of Green Bay, if that was all going towards media. Haen said it is going towards public relations; add placements, education material, basically whatever the plan calls for.

Hean shared that there is a broader appreciation for the economic impact that the port creates and the job it creates. There are tough things to deal with, but the word has to get out. Green Bay also has the third biggest public recycling facility in the country.

**Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**8. Director's Report.**

Haen shared his report (included in agenda packet);

- Renard Island Closure—WDNR granted a closure date extension to Brown County and the Corps.
- Cat Island Chain Restoration Project – off-loading facility 80% installed. Reconstructing Lineville Road next year, worked on by the Highway Department.
- 2<sup>nd</sup> shift at the BOW Single Stream Recycling Facility – Contract with Advanced Disposal Systems is finalized and Outagamie County approved the expansion and most of the table or organization changes. Unapproved positions will have to be out sourced.
- Tall Ship Festival – This event is taking place August 16-18, 9am – 5pm. There will be about 9 ships, a few coming in from Europe. The event is looking for volunteers. (\*This event falls on the Veterans Fair.)

Haen closed his report with an invitation to the committees, county executives, and department heads that the Sherriff has offered to take the Harbor Commission on a tour of the port to see the island, terminals, commissioners, activities. This will be August 12, so please let him know if they plan to attend.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**UW Extension**

**9. Budget Status Financial Report for May, 2013.**

Director Judy Knudsen made aware that most of their revenue comes in during the second half of the year. Quite a bit will be coming in during the other half.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**10. Director's Report.**

Knudsen shared the *Brown County Fair* brochure (attached) with the committee. The fair is taking place August 14-18, and could use some volunteers as well. Shared in the discussion was Education & Receptions Committee's next meeting on August 15, which will have a tour to follow at the County Fairgrounds.

Breakfast on the Farm went well; about 6,000 in attendance. Calf Source, owned by Jim Ostrom and partners will be hosting in 2014, and there is a potential farm for 2015; everything is looking good. Community gardens are looking great; 7 gardens ranging from Oneida Tribe to Sisters of St. Francis. Three new gardens are going to be added next year because of interest. They have an AmeriCorps Vista paid by the extension, who graduated from UWGB that will be working with the garden project for three years. They will also be getting a full time AmeriCorps Vista in August to work with the development program. These are great ways to extend resources without paying.

There were 130 kids in the Sporting Shooting Program that will be at Cabela's this weekend showing off their skills with archery. They had a great time. Shared with the committee was partnership developed with the County Foster Care program, and providing these youth to some of the education programs.

Increase in calls/ emails about bugs, trees, and grass issues. Staffs are going to start mapping where all the Phragmites patches in the county. They are working on a grant funded by the DNR to continue that project.

Their master gardeners who finished training in April are working on 5 community projects. Each year they will continue to do work that will be enjoyed by the residents. Their plans are butterfly gardens, gardens catered to Latino population, kid's gardens... YouTube videos are in the making for how to grow vegetables.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Public Works**

**11. Public Works 2014 Five-year Capital Improvement Plan (CIP).**

Director Paul Van Noie shared they are currently working on CTH GV, but it is being funded for 2014. Next year GV10 which is funded this year as well as PP. They were delayed because of disagreements with municipalities, and could possibly be pushed back as far as 2015 with redesigns in discussion.

Currently there isn't a website or a resource for citizens to obtain information pertaining to what's going on with the public roads or what to expect in the future.

Erickson and Haen discussed the bond funding. It wasn't included because it was something that had uncertainty.

**Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken approve. MOTION CARRIED UNANIMOUSLY.**

**12. Recommendation and Approval of Bid for Roof Replacement Projects at ADRC & Museum – Project #1700.**

Facility Projects Manager, Jeff Oudeans said It was determined that Northeastern Roofing Company came with the lower bid at \$226,507.00 for both roofs. Distributed was a BID Tabulation (attached).

**Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to award BID #1 and BID #2 for the amount of \$226,507.00. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**13. Recommendation and Approval of Bid for Replacement of Boilers at ADRC, Museum, Jail and UW Extension – Project #1701.**

Given to the committee by Oudeans was another BID Tabulation (attached). This tabulation proved difficult to translate the breakdown to the committee. There was a \$350.00 difference; unfortunately the documents were not present at the meeting. Reeki-Marold Company is less expensive if they were to do all four boilers, but they are only doing two, and Hurckman Mechanical Industries is less expansive for the two. As of right now, they will bid the other two boilers out and keep the other two, the UW-Extension and the Museum.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to approve BID Boiler Replacement at the Museum and UW Extension for the amount of \$159,330.00. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**14. Summary of Operations.**

The Public Works Department is performing better than anticipated with positive variances in most areas, as reported by Van Noie. Van Noie went over the Highway funds, Capital Projects, and shared a staffing summary as well all found in the agenda packet.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**15. Director's Report.**

Van Noie shared his report; he updated the committee on the current projects. CTH GV was completed at around \$40,000 below budget. CTH, GV; traffic should be switched to the new northbound lanes July 29; soon construction will begin and end sometime in September or early October. Project, CTH ZZ; areas along this CTH were sliding into the Fox River, threatening stability and safety. "WI DNR Individual Chapter 30 Permit" was applied to repair this area. This project wasn't planned, no levy or bonding was appropriate for the work. Lastly for projects, CTH EB; this project was anticipated to start in 2016. Due to the deteriorated roads, work needed to be done right away. This action did however save the County, Hobart and Ashwaubenon a large sum of money.

Shared on Van Noie's report were employees who worked twelve or more hours during the month of June as well.

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Airport**

**16. Airport 2014 Five-year Capital Improvement Plan (CIP).**

Director Tom Miller explained his summary; all the projects with the exception to #2, Revenue Control Parking Lot System Equipment, would be funded primarily by the Federal or State Government; the county would contribute to 5-10%. The rest of the projects are very much a wish list. If it doesn't get done, it will be pushed to 2014.

Erickson asked about inspection, and Miller shared that there are still many meetings to be made with certain individuals, and this is a process within the Federal Government, and patience is needed. Congress is in the process of working their 2014 fiscal budget; they are looking into increasing the number of customs and protection staff. Miller said he thinks the WI Congressional delegation is going to try to leverage some of these staff in their direction.

**Motion made by Supervisor Seiber, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**17. Budget Status Financial Report for June, 2013.**

Miller reported that all expense categories, with the exception of utilities continue to run at or slightly below budget through June. The Hobart and Ashwaubenon Strom Water Tax will likely show them slightly over budget in that category for the remainder of the year.

**Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**18. Director's Report.**

Miller notes a correction in last meeting's minutes (June 24, 2013). Page 3, item 9, Director's Report. "Dallas" should read, "Atlanta". The Atlanta flights are doing very well...

*"The marketing plan for flights to ~~Dallas~~ Atlanta has been implemented and is working well."*

On display on the Jet Air Ramp by the East side of the airport is a WWII craft owned by the Experimental Air Craft Association. There will be tours and flights with purchased fare roughly around \$400.00.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Planning and Land Services**

**Planning Commission**

**19. Planning and Land Services 2014 Five-year Capital Improvement Plan (CIP).**

Planning Director, Chuck Lamine handed some documents to the committee that showed a design concept plan and cost estimate of the research and business park (attached). Lamine shared they are getting close to having the research done and there are just minor things to fix/add. It should be ready to be reviewed soon. Cover costs associated with sewer water, road extensions through the county farm property to create that business part. Funding source is through the tax increment financing. This process will go through as soon as the feasibility study is completed.

Lamine said they have not marketed the site yet, but there have been discussions with Green Bay staffs, and I-43 Bushiness Park is filling up. The good part about this is that some of these areas they are looking at are already on streets, have sewer and water. Then shared was that they are for certain they can get an offer to purchase \$50,000 per acre from Cardinal Capital Management, Veterans Housing Project.

Streckenbach added their interest to encourage entrepreneurs to practice in this region, to apply their business practices with strong hopes to create jobs here. He also emphasized maximizing the research with working with educational institutions.

Lamine concluded with the news that UWGB has approved the Engineering Program at their university, which is very helpful for this project. Maintaining some of the research within the community to support the existing manufactures is very important.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**20. Update regarding development of the Brown County Farm property – standing item.**

Lamine shared he met with County Executive last week and had a couple discussions with Cardinal, regarding the continuation of the WHEDA Affordable Housing Tax Credit for Veterans Housing. It's not a guarantee, but they did meet with UWGB's chancellor last week to talk about the project. UWGB is identified as one of the 15 veteran friendly campuses of the nation. They did receive a letter of support from the chancellor to go with the application. Lamine also met with VA Clinic Administrator last week. Discussion went well, talked about the relationships of the project to the services that will be provided to veterans. They are hoping the Federal Government will provide a letter of support as well. The limit is five letters of support. They are moving forward, showing county collaboration, identifying the \$500,000 County approved, and identifying the \$5.3 million for development for this project, it should create employment opportunities. The deadline for the application is July 30.

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**21. Budget Status Financial Report for May, 2013.**

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to suspend the rules, take 21, 22, and 23 together. Vote taken. MOTION CARRIED UNANIMOUSLY.**

Lamine reported they are meeting target on all three of the divisions. Erickson asked about the Budget Report; under Planning Expenses "other", \$2500 budget, 25 year-to-date... used 100%, already... what is "other". Lamine explained that "other" is their membership, which was paid up with no additional expenditures expected.

**Motion made by Supervisor Siber, seconded by Supervisor Landwehr to receive and place on file items 21, 22, and 23. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**Property Listing** *(Agenda item suspended and added to Item #21)*

**22. Budget Status Financial Reports for May, 2013.**

**Zoning** *(Agenda item suspended and added to Item #21)*

**23. Budget Status Financial Reports for May, 2013.**

**Land Information** – No Items.

**Other**

**24. Audit of bills.**

**Motion made by Supervisor Siber, seconded by Supervisor Dantine to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**25. Such other matters as authorized by law. -None**

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to adjourn at 7:58 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Blaire Xiong  
Recording Secretary



# County Local Bridge Aid Fund Admin Fee

Brandy Jean Younger, Business Manager

At the June 2013 PD&T Committee meeting Public Works was requested to review the County Local Bridge Aid Fund Admin Fee that was added in 2012. Public Works was tasked to review this fee to see if it is really necessary to charge this administration fee. If Public Works decides to continue to charge the administrative fee then they are also to explain what it covers and how it is calculated. Public Works has decided that they will continue to charge this administrative fee to cover administrative and other behind the scenes activities that they do for Bridges and Culverts in Brown County rather than charging each time they do something for a municipality.

The County Local Bridge Aid Fund administration charge covers the administrative costs of administering the fund, which includes activities such as, but not limited to:

- Communications regarding the bridge aid fund.
- Monthly management and reporting on the bridge aid fund.
- Annual reporting and external audits on the fund.
- Bookkeeping activities on the fund when expenses come in.
- Survey costs carried out by a highway supervisor when reimbursements are turned in to approve the charges.

There are also a lot of other behind the scenes activities such as, but not limited to:

- Bridge Inspections
- Federal and State Aid Research and Applications
  - With this new STP Cycle Brown County Applied for assistance on 8 Bridges in Brown County of which 5 are the ownership of local municipalities.
- Miscellaneous engineering assistance.

This administrative charge is allowed under Wisconsin State Statute 82.08:

**(8) ADMINISTRATION CHARGE.** *The county may charge the towns that apply for aid under this section an administration charge. The administration charge shall be fixed as a percentage of the total costs of administering aid under this section and the percentage shall be no more than the percentage that the county charges the state for records and reports.*

This charge is a percentage (%) of the total expenses turned in, or incurred, in the case of having Brown County complete the bridge work (which was 4.73% for 2012). This charge is basically an overhead rate that we are applying to cover our indirect costs we incur on Bridge and Culvert activities. In the past this amount was determined by the records and reports rate that is charged to, and determined by, the State. However, since this State rate is not known until the last quarter of any given year, and the fact that most municipalities establish their budgets earlier in the year, Brown County has decided that if the State increases the rate for the next year, we will hold the current year's rate for the new year to assist municipalities with their budgets. If the State lowers the rate, then Brown County will also lower the rate in the new year equal to the State's rate.

For example if Brown County is informed by WisDOT that the new records & reports rate (admin fee) for 2014 is increasing to 4.80%, Brown County's rate to local municipalities will remain at 4.73%, but will increase to 4.80% in 2015. If Brown County is informed that the new admin fee is 4.50% for 2014, then Brown County will charge 4.50% in 2014.

There was also some question as to how this rate is calculated. I am attaching two examples to demonstrate how the fee is calculated; (1) when it is a reimbursement request and (2) where Brown County actually performs the work for the Municipality. This rate is calculated on total cost. So if the total reimbursement request turned in is \$6,078.54 then the admin fee will be the % times that amount. In this example the fee is 4.73% so the admin fee amount is \$287.51.

In addition, the Bridge Aid Fund is 50% Municipality Funds & 50% Brown County Funds; therefore both Brown County and the local Municipality are being charged this rate to cover the administrative fees that go along with administering this Fund. The administrative fees are transferred to Brown County's administration fund in the Highway Department Financials.

#### The Calculation:

\$104,099.25	Beginning Balance of Bridge Aid Fund 2013
\$50,000.00	Local Municipality Levy Portion for Future Bridge Repairs
<u>\$50,000.00</u>	Brown County's Levy Portion for Future Bridge Repairs
\$204,099.25	Balance of Bridge Aid Fund as of 1/1/2013

After reimbursement request received for \$6,078.54:

(\$3,039.27)	Local Municipality Portion Bridge Repairs
<u>(\$3,039.27)</u>	Brown County's Portion Bridge Repairs
(\$6,078.54)	Check Sent to Town of Lawrence
\$204,099.25	Town of Lawrence Bridge Aid Fund Balance
(\$6,078.54)	Less check sent to them for reimbursement
(\$ 143.75)	Less Local Municipality Portion Admin Fee
<u>(\$ 143.76)</u>	Less Brown County's Portion Admin Fee
\$197,733.20	New Balance Town of Lawrence Bridge Aid Fund

If Brown County performs the bridge work for the local municipality the same principal applies; but instead of a request for reimbursement, the County will only charge their time & materials to the bridge aid account directly and the fee will be charged to the total of labor, machinery cost, and materials. For example Brown County performs bridge work for the Town of Green Bay on County Line Road, the total Labor, Machinery Costs, and Materials is \$12,253.65. The admin fee of 4.73% is then applied to this amount so the admin fee is \$579.60.

#### The Calculation:

\$105,889.40	Beginning Balance of Bridge Aid Fund 2013
\$20,000.00	Local Municipality Levy Portion for Future Bridge Repairs
<u>\$20,000.00</u>	Brown County's Levy Portion for Future Bridge Repairs
\$145,889.40	Balance of Bridge Aid Fund as of 1/1/2013

After work performed to date totaling \$12,253.65:

\$145,889.40	Town of Green Bay Bridge Aid Fund Balance
(\$6,126.82)	Local Municipality Portion Bridge Repairs
(\$6,126.83)	Brown County's Portion Bridge Repairs
(\$ 289.80)	Less Local Municipality Portion Admin Fee
<u>(\$ 289.80)</u>	Less Brown County's Portion Admin Fee
\$133,056.15	New Balance Town of Green Bay Bridge Aid Fund

Upon reviewing this charge again we have also contacted some other counties to see what they do. All that we contacted said they do charge this administrative fee as it is a state statute and some also said they charge the local municipality the full fee, not 50% of it as Brown County does. They did comment that when they first started charging the administrative fee they also had several complaints and wished us luck.

A few weeks after our committee meeting Brown County received a bill from the Town of Ledgeview for Bulk Water consumption on CTH GV. On this invoice was a service charge which was actually more than the initial charge itself. This charge is basically the same as Public Works Admin Fee and covers their indirect expenses.

Public Works could decide to stop charging the administrative fee on the Bridge Aid Fund but then they may be forced to start charging the local municipalities each time that they perform a service for the local municipalities to cover their costs. I have two examples and the estimated amount of charges the local municipalities would have been charged directly if we were to go that route rather than charging a flat admin fee to cover our administrative and behind the scenes indirect activities. The first example is for the time spent on the STP Applications for this new STP cycle. The second is some miscellaneous engineering assistance for the Town of Humboldt due to an issue caused by a landowner and is in need of serious repair. Public Works' position is to keep the admin fee and not charge each time we do something for the local municipalities. We feel this best suits all parties.

2-c

**Project: STP Bridge Costs**

**Enter Classification Number Below (See table above),  
spreadsheet is set up for a max of 8 classifications)**

In this first example of doing the researching and applying for their STP Federal Aid that is roughly \$200,000 we could have charged them an estimated figure of \$8,228. If \$200,000 is turned in for reimbursement from their bridge aid fund they only get charged 2.5% (1/2 the admin fee as Brown County pays the other 1/2). In this example doing direct cost vs a flat admin fee on the Bridge Aid Fund would cost them \$3,228 more.

2-D

# Engineering Bid Worksheet

Project: Local Bridge Aid Project Admin Costs

Simple \$100,000 (construction cost) replacement project.  
2.5% = \$2,500

Enter Classification Number Below (See table above), spreadsheet is set up for a max of 8 classifications)																	
	1	2	3	4	0	0	0	0	0	0							
Classification	Engineering Manager	Civil Engineer	Engineering Tech. II	Engineering Tech. I	Business Manager	Hours	Hours	Hours	Hours	Hours	None						
Activity	Hours	Hours	Hours	Hours	Hours	Subtotals	Engineering Manager	Civil Engineer	Engineering Tech. II	Engineering Tech. I	Business Manager	Costs	Costs	Costs	Costs	Costs	Total
Task																	
A	County Engineering and Coordination																
1000	Preliminary Estimates, Condition Reports, Etc.	10										\$544	\$0	\$0	\$0	\$0	\$544
	Permits	8										\$435	\$0	\$0	\$0	\$0	\$435
	DNR & Corp Meetings	12										\$653	\$0	\$0	\$0	\$0	\$653
	Consultant Selection	12										\$653	\$0	\$0	\$0	\$0	\$653
	Design Coordination	12										\$653	\$0	\$0	\$0	\$0	\$653
	Construction Coordination	4										\$218	\$0	\$0	\$0	\$0	\$218
	Administrative Costs - Billing, Reporting, Etc.					4						\$0	\$0	\$0	\$0	\$0	\$200
	Totals For Task	58	0	0	0	4	4	0	0	0	0	\$3,155	\$0	\$0	\$0	\$0	\$3,355

In this second example of doing engineering for a simple construction project of about \$100,000 we could have charged them an estimated figure of \$3,355. If \$100,000 is turned in for reimbursement from their bridge aid fund they only get charged 2.5% (1/2 the admin fee as Brown County pays the other 1/2). In this example doing direct cost vs a flat admin fee on the Bridge Aid Fund would cost them \$855 more.

Direct Charges	3,355.00
Or Admin Fee	2,500.00
Difference	855.00 more



# Sanitary District No. 2

June 26, 2013

RECEIVED

JUN 27 2013

BROWN COUNTY  
PUBLIC WORKS

Brown County Public Works  
2198 Glendale Ave.  
Green Bay, WI 54303

RE: INVOICE  
Bulk Water Consumption for watering road on CTH GV

— Service Charge	\$40.00
8,000 gallons @ \$4.82/1,000	\$38.56
<b>TOTAL DUE:</b>	<b>\$78.56</b>

Please remit payment by July 26, 2013 to:

Ledgeview Sanitary District #2  
3700 Dickinson Rd.  
De Pere, WI 54115

Please direct any questions regarding this invoice to Renae at (920) 336-3360 ext. 101  
or [rpeters@ledgeviewwisconsin.com](mailto:rpeters@ledgeviewwisconsin.com).

Brown County  
UW - Extension  
Budget Status Report  
2/28/2013

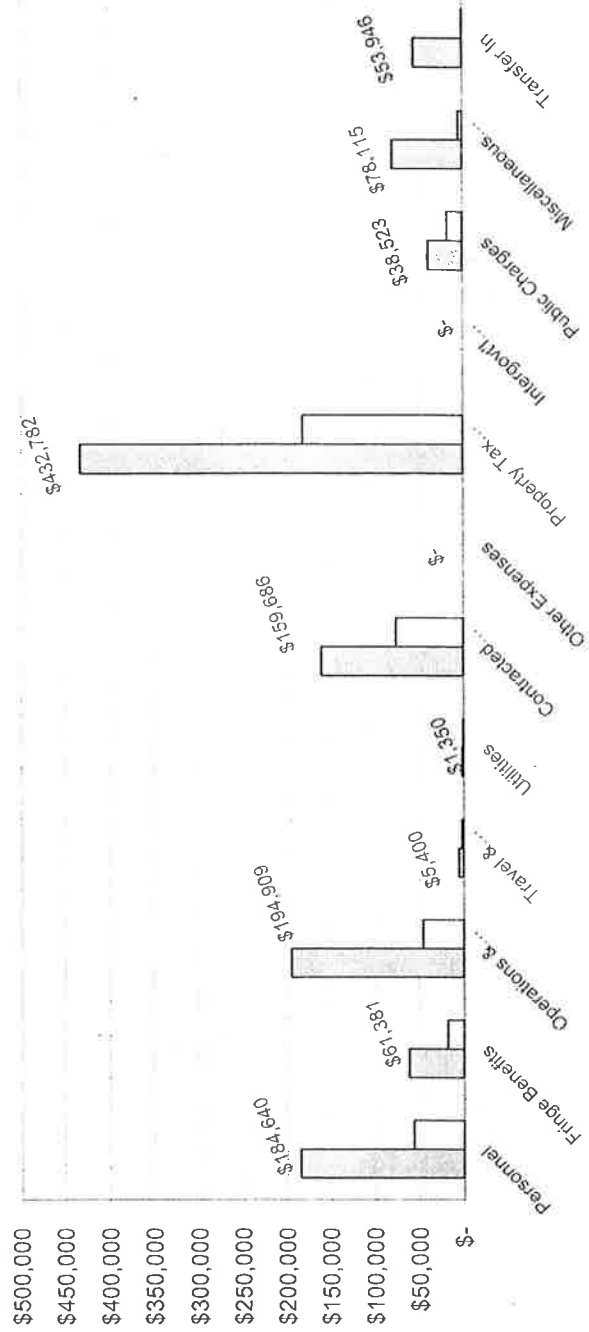
	Annual Budget	YTD Actual
Personnel	\$ 184,640	\$66,243
Fringe Benefits	\$ 61,381	\$18,446
Operations & Maintenance	\$194,909	\$45,763
Travel & Conference	\$ 5,400	\$1,684
Utilities	\$ 1,350	\$462
Contracted Services	\$ 159,686	\$75,489
Other Expenses	\$ -	\$ -
Property Tax Revenue	\$ 432,782	\$180,326
Intergov't Revenue	\$ -	\$0
Public Charges	\$ 38,523	\$16,874
Miscellaneous Revenue	\$ 78,115	\$4,303
Transfer In	\$ 53,946	\$546

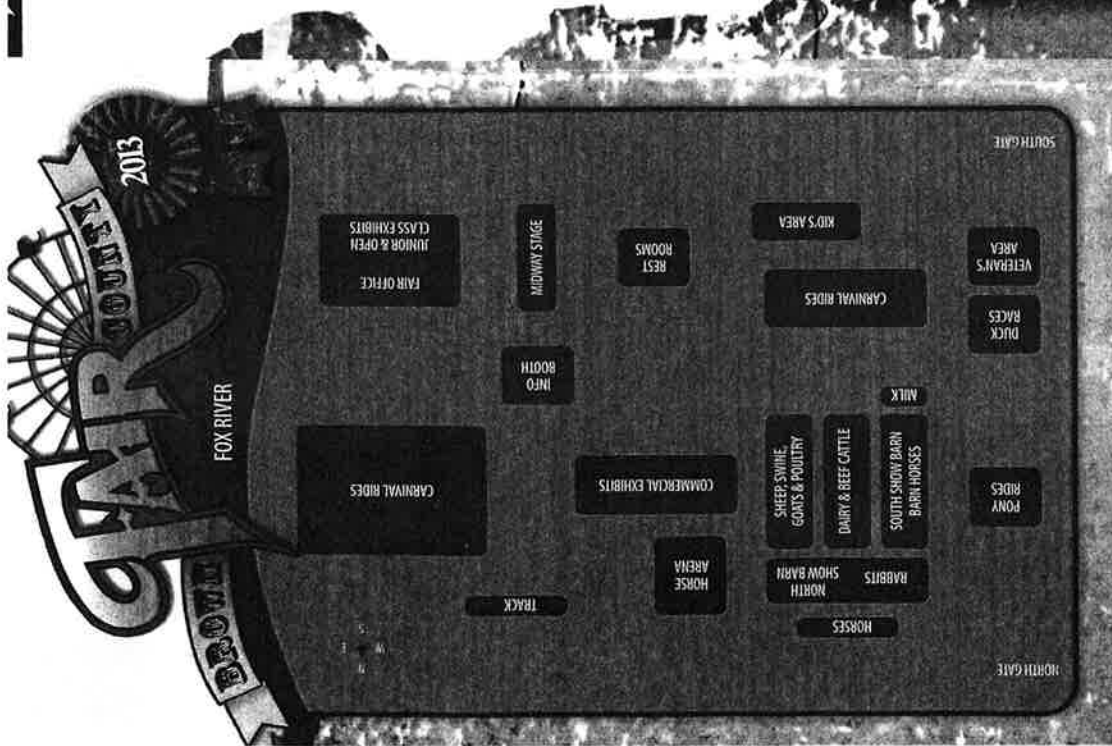
HIGHLIGHTS:

Expenses:

Revenues:

UW Extension - May 31, 2013





★ **ALL ACCESS PASS** ★

**ONE PRICE - INCLUDES CARNIVAL RIDES!**

**BUY IN ADVANCE AND SAVE!** \$9 advance tickets available July 1st at Larry's Piggly Wiggly (De Pere), Dick's Family Foods, Festival Foods, (Green Bay, De Pere & Suamico) Agri-Partners Co-op (De Pere & Greenleaf) or by mailing a check to:

**Brown County Fair**  
PO Box 472  
De Pere, WI 54115

**AT THE GATE** \$12 Daily, \$5 on Sunday

**CONTACT US** 920.336.7292  
or visit us online at: [www.BrownCountyFair.com](http://www.BrownCountyFair.com)



## 2013 Brown County FAIREST of the FAIR

**Brooke Frellich**  
Greenleaf

Brooke will make appearances throughout Brown County promoting this year's fair. The Fairest of the Fair will represent the Brown County Fair as media spokesperson and will promote a wide variety of educational, social, and economic opportunities available at the Fair.

To request an appearance by the Fairest of the Fair, please email [Fairest@BrownCountyFair.com](mailto:Fairest@BrownCountyFair.com)

**Brown County Fair**  
1500 Fort Howard Avenue  
De Pere, WI 54115

For more info, please contact us  
at 920.336.7292 or visit us online:

[BrownCountyFair.com](http://BrownCountyFair.com)

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**BROWN COUNTY FAIR**  
SINCE 1909

**COOL COWS  
and  
HOT  
DOGS**

**BROWN COUNTY FAIR 2013**



**Aug 14-18, 2013**

**BROWNCOUNTYFAIR.COM**



# 2013 SUMMER AUG 14-18, 2013



SUNDAY  
ALL ACCESS \$5  
ADMISSION

## ★ WEDNESDAY (August 14) ★

9:00 AM Junior Division Rabbit Judging - North Show Barn  
9:00 AM Junior Division Poultry Judging - Outside Poultry Barn  
9:00AM State Fair Selection - Exhibit Building  
10:00 AM Open Division Poultry Judging - Poultry Barn  
10:00 AM Open Division Rabbit Judging - North Show Barn  
(following Poultry Judging)  
10:30 AM Great American Duck Race  
12:30 PM Great American Duck Race  
2:00 PM Nick's Kids Show - Kid's Area  
3:00 PM CARNIVAL OPENS  
3:00 PM Great American Duck Race  
4:00 PM Nick's Kids Show - Kid's Area  
6:00 PM Great American Duck Race  
6:00 - 8:00 PM Family Fun in the Ag Venture tent - Kid's Area  
7:00 PM 4-H & FFA Dairy & Livestock Judging - South Show Barn  
7:00 PM Demo Derby - Track  
7:00 PM The Elderberrys (Rock) - Midway Stage  
DUSK Fireworks

## ★ THURSDAY (August 15) ★

8:00 AM Jr. Pleasure and Draft Horse Judging - Horse Arena  
9:00 AM Swine Judging - North Show Barn  
9:00-11:30 AM Library Morning  
9:00 AM-5:00 PM Family Fun in the Ag Venture tent with GB East  
FFA & East DePere FFA-Kid's Area  
10:00 AM Beef Judging - South Show Barn  
10:30 AM Great American Duck Race  
11:30 AM Nick's Kids Show - Kid's Area  
12 NOON CARNIVAL OPENS  
2 NOON - 6:00 PM Ozseeker the Clown - Balloon Creation, Pocket  
Magic, Glitter Tattoos and Face Painting  
12:30 PM Great American Duck Race  
1:00 PM Sheep Judging - North Show Barn  
2:00 PM Nick's Kids Show - Kid's Area  
3:00 PM Great American Duck Race  
4:00 PM Nick's Kids Show - Kid's Area  
6:00 PM Great American Duck Race  
7:00 PM Truck Pull - Track  
7:00 PM Fine Line (Rock) - Midway Stage  
9:00 PM DJ Dylan Mobile DJ - Teen Entertainment

## ★ FRIDAY (August 16) ★

8:00 AM Dairy Goat Judging - North Show Barn  
8:00 AM Open Division Pleasure Horse Judging - Horse Arena  
9:15 AM Dairy Judging - South Show Barn  
10:30 AM Great American Duck Race  
11:30 AM Nick's Kids Show - Kid's Area  
12 NOON - 6:00 PM Ozseeker the Clown - Balloon Creation, Pocket  
Magic, Glitter Tattoos and Face Painting  
12 NOON CARNIVAL OPENS  
12:30 PM Great American Duck Race  
1:00 PM-7:00 PM Family Fun in the Ag Venture tent with  
W. DePere FFA - Kid's Area  
1:00 PM Exotic Animal Judging - North Show Barn  
2:00 PM Nick's Kids Show - Kid's Area  
3:00 PM Great American Duck Race  
4:00 PM Nick's Kids Show - Kid's Area  
6:00 PM Great American Duck Race  
7:30 PM PRCRA Rodeo - Horse Arena - Presented by  
Broadway Automotive  
8:00 PM Vic Ferrari Band (Classic Rock) - Midway Stage

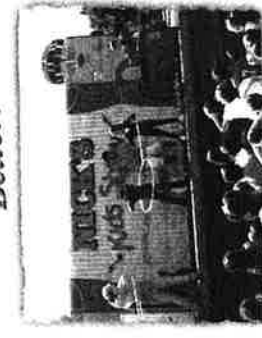
## ★ SATURDAY (August 17) ★

10:00 AM CARNIVAL OPENS  
10:30 AM Great American Duck Race  
11:00 AM Kiddie Showmanship - South Show Barn  
11:30 AM Nick's Kids Show - Kid's Area  
12:30 PM Great American Duck Race  
12 NOON Tractor Pull - Track  
12 NOON - 6:00 PM Ozseeker the Clown - Balloon Creation, Pocket  
Magic, Glitter Tattoos and Face Painting  
12 NOON - 6:00 PM Armed Forces Appreciation  
1:00 PM-7:00 PM Family Fun in the Ag Venture tent with  
Preble FFA - Kid's Area  
2:00 PM Nick's Kids Show - Kid's Area  
2:30 PM Great American Duck Race  
2:30 PM Elderberrys (Rock) - Midway Stage  
4:00 PM Nick's Kids Show - Kid's Area  
4:00 PM 4-H & FFA Animal Auction - South Show Barn  
4:30 PM Great American Duck Race  
6:00 PM Nick's Kids Show - Kid's Area  
6:00 PM Military Band  
7:30 PM PRCRA Rodeo - Horse Arena - Presented by Broadway  
Automotive  
8:30 PM Grand Union (Country/Country Rock) - Midway Stage

## ★ SUNDAY (August 18) ★

9:00 AM Horse Gymkana - Horse Arena  
9:00 AM Lutheran Church Service - Midway Stage  
10:00 AM Catholic Mass - Midway Stage  
10:00 AM Horse Pull - Track  
10:00 AM Tractor Parade - from Fairgrounds to Voyager Park  
and back  
11:00 AM CARNIVAL OPENS  
11:00 AM Ag-Olympics - Horse Arena  
11:00 AM Nick's Kids Show - Kid's Area  
11:00 AM Great American Duck Race  
11:00 AM-4:00 PM Family Fun in the Ag Venture tent with Denmark  
Middle School FFA - Kid's Area  
12 NOON - 6:00 PM Ozseeker the Clown - Balloon Creation, Pocket  
Magic, Glitter Tattoos and Face Painting  
12 NOON 4-H Fashion Show - Kid's Area  
1:00 PM Century Farm Awards - Kid's Area  
1:00 PM Red Clover (Country/Country Rock) - Midway Stage  
1:00 PM Dress the Animal Contest - South Show Barn  
1:00 PM Great American Duck Race  
2:00 PM Nick's Kids Show - Kid's Area  
3:00 PM Great American Duck Race  
4:00 PM Nick's Kids Show - Kid's Area  
5:00 PM Great American Duck Race  
5:00 PM Junior Fair Herdsmanship & Billboard Awards - South  
Show Barn

Broadway  
AUTOMOTIVE  
Better!



BID TABULATION						
Project Name: Replacement of Roofs on ADRC and Museum						
Sealed BID: Project #1700 for Public Works Facility Management						
Buyer: DCD						
Due Date & Time: July 10, 2013 at 11:00 am to BC Clerk						
Opening Date & Time: July 10, 2013 at 11:00 am in Room 201						
CONTRACTOR	BID #1 - ADRC	BID #2 - Museum	ADD DISCOUNT IF AWARDED BOTH PROJECTS	TOTAL COST FOR BOTH PROJECTS	BID BOND	ADDENDUM 1
Walsdorf Roofing Company, Inc.	No Bid	\$ 157,600.00	0%		Yes	Yes
Weinert Roofing	\$ 97,400.00	No Bid	0%		Yes	Yes
Crafts, Inc.	\$ 96,762.00	\$ 143,979.00	\$1,400	\$ 239,341.00	Yes	Yes
Northeastern Roofing Co.	\$ 97,757.00	\$ 128,750.00	0%	\$ 226,507.00	Yes	Yes
Total project is intended to be awarded to Northeastern Roofing Co.						

BID TABULATION										
Project Name: Boiler Replacement										
Sealed BID: Project # 1701 for Public Works Facility Management										
Buyer: DCD										
Due Date & Time: June 28, 2013 at 11:00 am to BC Clerk										
Opening Date & Time: June 28, 2013 at 11:00 am in Room 201										
CONTRACTOR	BASE BID	JAIL ALT 1	JAIL ALT 2	MUSEUM ALT 1	MUSEUM ALT 2	MUSEUM ALT 3	OPTIONAL BID	BID BOND	ADD 1	ADD 2
Reeke-Marold Co., Inc.	\$ 345,400.00	\$ 6,800.00	\$ 90,400.00	\$ 24,200.00	\$ 72,700.00	(\$2,500.00)	\$ 65,100.00	Yes	Yes	Yes
Hurckman Mechanical Industries, Inc.	\$ 345,735.00	\$ 16,680.00	\$ 88,590.00	\$ 18,420.00	No Bid	No Bid	\$ 56,280.00	Yes	Yes	Yes
Project is intended to be awarded to .										

### Attachment A

(Use of this form is required when submitting bid; do not submit copy of project details with your bid)

## Updated Bid Cost Sheet for Addendum 1

### Brown County Project #1701

#### **BASE BID: INCLUDES JAIL BOILER, ADRC CONDENSING UNIT, UW EXTENSION BOILER AND MUSEUM BOILERS**

Provide costs for all labor, materials and equipment to complete the project in strict accordance to the Specifications/Drawings.

FOR THE SUM OF

*three hundred forty five thousand, seven hundred thirty five*  
Dollars (\$ 345,735.00 )

#### **Cost Breakdown of BASE BID**

Project Location	Individual Cost for Each Location
Jail Boiler	\$ 116,530.00
ADRC Condensing Unit	\$ 69,875.00
UW Extension Boiler	\$ 61,850.00
Museum Boilers	\$ 97,480.00

#### **ADD ALTERNATES: INCLUDES JAIL AND MUSEUM**

Provide costs for all labor, materials and equipment to complete the alternates in strict accordance to the Specifications/Drawings.

Location	Alternate	Cost
Jail	1	\$ 16,680
	2	\$ 88,590
Museum	1	\$ 18,420
	2	\$ NO BID
	3	\$ NO BID



Figure 20 - Design Concept Plan



## Development Cost Estimates for the Brown County Research and Business Park

### Utility and Improvement Costs

This study used utility construction and improvement costs from recent bids associated with actual development projects to estimate development costs for the proposed Brown County Research and Business Park. The project can also be completed in phases in order to improve the project's cash flow. The infrastructure cost estimates and information sources are shown in Figure 25.

**Figure 25: Brown County Research and Business Park Infrastructure Cost Estimates**

<b>Transportation Improvements:</b>	
Road Pavement (7,068')	\$1,554,960.00
Sidewalks (both sides of interior streets)	\$254,448.00
Sidewalks (one side of exterior streets)	\$174,312.00
Trails (6,080 feet of crushed limestone trails)	\$54,720.00
One roundabout	\$500,000.00
<b>Utilities:</b>	
Sanitary Sewer	\$551,304.00
Water	\$367,536.00
Storm Sewer (north-south streets only 1,285')	\$107,940.00
Fiber Optic (along all streets)	\$106,020.00
6" Sanitary Stub (one stub per 200')	\$51,243.00
12" Storm Stub (one stub per 200')	\$51,243.00
1" Water Stub (one stub per 200')	\$19,437.00
Storm Water Pond (2.79 acres)	\$11,160.00
Swales on both sides of E-W street (assuming 15' swale widths)	\$15,920.00
WPS Electric and Gas	\$400,000.00
Street Lights (one light / 250 l.f. both sides of street)	\$224,000.00
<b>Landscaping:</b>	
Street Tree Plantings (100 trees)	\$20,000.00
Entrance Landscaping (3 entrances)	\$6,000.00
Entrance Monument Signs (3 entrances)	\$6,000.00
Banners (28 light poles)	\$8,400.00
<b>Sub-total:</b>	
Infrastructure subtotal	<b>\$4,484,643.00</b>
Engineering, Design, incidentals (20%)	<b>\$896,928.60</b>
<b>Total Estimated Cost</b>	
	<b>\$5,381,571.60</b>

Sources: Streets, Sewer, Water and Storm Water - City of Green Bay Public Works; Sidewalks - Village of Howard; Fiber Optics - Brown County Information Services Department; Roundabouts - Brown County Planning Commission; Trails - Brown County Department of Public Works; Landscaping & Streetscaping - Town of Ledgeview.